

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
JANUARY 24, 2023 – 5:30 P.M.**

**Meeting called to order:**

The meeting is now open. Adequate notice of the meeting was provided by posting a copy of the time and place on the Municipal Clerk's bulletin board and by publishing notice in the official newspaper on the Township.

Will the Clerk please call the Roll to determine a quorum.

Will everyone please rise to salute the flag.

**Public Comment on Agenda Items:**

Review of Consent & Regular Agenda Items

**Consent Agenda**

Minutes	12/13/2022 Regular Meeting, 12-27-2022 Special Meeting & 01/03/2023 Reorganization Meeting.
Res. #2023-11	Fixing the Rate of Interest to be Charged on Delinquent Taxes.
Res. #2023-12	Authorizing the Cancellation of Delinquent Property Taxes in the Amounts of Less than \$10.00 Pursuant to N.J.S.A. 40A:5-17.
Res. #2023-13	Authorizing a Fee to be Charged for all Returned Checks.
Res. #2023-14	Authorizing the Tax Collector to Charge for Postage.
Res. #2023-15	Authorizing the Tax Collector to Credit Overpayments to the 2023 Tax Year.
Res. #2023-16	Authorizing the Disposition of a Tax Appeal by the County Tax Board.
Res. #2023-17	Authorizing the Tax Assessor to File Tax Appeals.
Res. #2023-18	Establishing a Fee for Duplicate Tax Bills.
Res. #2023-19	Appointing the Registrar for the Year 2023.
Res. #2023-20	Authorizing and Designating the Bank Depositories.
Res. #2023-21	Authorizing a Cash Management Plan.
Res. #2023-22	Designating the Official Newspapers for Publication.
Res. #2023-23	Appointing the Fund Commissioner for the Atlantic County Municipal Joint Insurance Fund.
Res. #2023-24	Appointing the Alternate Fund Commissioner for the Atlantic County Municipal Joint Insurance Fund.
Res. #2023-25	Authorizing the Execution of Professional Services Contracts for Various Township Officials for the Year 2023.

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
JANUARY 24, 2023 – 5:30 P.M. (page 2)**

**Consent Agenda Continued:**

- |               |   |
|---------------|---|
| Res. #2023-26 | Authorizing a Professional Services Contract to Phoenix Advisors, LLC for Independent Registered Municipal Advisor and Continuing Disclosure Services for the Year 2023.                |
| Res. #2023-27 | Appointing the Risk Management Consultant for Representation with the Atlantic County Municipal Joint Insurance Fund and Authorizing the Execution of a Professional Services Contract. |
| Res. #2023-28 | Rejecting Proposals Submitted for the Professional Services Position of Alt. Engineer for the Township of Dennis.   |
| Res. #2023-29 | Rejecting Proposals Submitted for the Professional Services Position of Conflict Counsel for the Township of Dennis.  |
| Res. #2023-30 | Authorizing the Application to the N.J. Department of Community Affairs for a Grant for the Installation of LED Field Lighting at the Dennis Township Recreation Complex.               |
| Res. #2023-31 | Authorizing the Hiring of a Part-Time Recreation Attendant for the Recreation Department.   |
| Res. #2023-32 | Authorizing an Amendment and Extension of the Leave of Absence for a Public Works Employee.   |
| Res. #2023-33 | Authorizing the Refund of a Planning/Zoning Escrow Fee.   |
| Res. #2023-34 | Authorizing the Refund of a Tax Overpayment – Block 245, Lot 11.09.   |
| Res. #2023-35 | Requesting Transfer of Funds.   |
| Res. #2023-36 | Awarding a Professional Services Contract to Scheule Planning Solutions, LLC for Planning Services Associated with the Biennial Report.   |
| Res. #2023-37 | Declaring an Emergency for Purposes of N.J.S.A. 40A:11-6 AND N.J.A.C. 5:34-6.1 – HVAC Systems at the Municipal Building.  |
| Res. #2023-38 | Authorizing the Cancellation of a General Checking Account Check.   |
| Res. #2023-39 | Authorizing the Submission of an Application for DMHAS Grant for the Dennis Township Municipal Alliance and Acknowledging the Terms and Conditions Thereof.                             |
| Res. #2023-40 | Authorizing the Governor's Council on Alcoholism and Drug Abuse Fiscal Grant July 1, 2023 to June 30, 2024.   |
| Res. #2023-41 | Authorizing the Execution of an Application for the 2023 LEAP Challenge Grant.  |

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
JANUARY 24, 2023 – 5:30 P.M. (page 3)**

**Consent Agenda Continued:**

Ord. #2023-01

An Ordinance of the Township of Dennis, County of Cape May and State of New Jersey Establishing the Compensation of the Officers and Employees of the Township of Dennis. (Introduction and First Reading)

**Regular Agenda:**

Res. #2023-42

Authorizing the Issuance of Various 2023 Campground Licenses.

**Motion for the Bills**

Motion authorizing the payment of the bills, providing that proper vouchers have been filed and that funds are available.

**General Account      \$1,877,571.25**

**Administrative Reports**

Municipal Clerk's Report

December, 2022 & 2022 Annual

Registrar's Report

December, 2022 & 2022 Annual

Tax Collector's Report

December, 2022 & 2022 Annual

Construction Official's Report

December, 2022

**General Public Comments**

**Committee Comments**

**Adjournment**

**3TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-11**

**RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED  
ON DELINQUENT TAXES**

**WHEREAS**, N.J.S. 54:4-67 et seq. Permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

**WHEREAS**, N.J.S. 54:4-67 et seq. has been amended to permit the fixing of said rate of eight percent (8%) per annum on the first fifteen hundred dollars (\$1,500.00) of the delinquency and eighteen percent (18%) per annum on any amount in excess of fifteen hundred dollars (\$1,500.00) and allows an additional penalty of six percent (6%) be collected against a delinquency in excess of ten thousand dollars (\$10,000.00) on properties that fail to pay the delinquency prior to the end of the calendar year.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee, of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge eight percent (8%) per annum on the first fifteen hundred dollars (\$1,500.00) of taxes becoming delinquent after the due date, eighteen percent (18%) per annum on any amount of taxes in excess of fifteen hundred dollars (\$1,500.00) and if a delinquency is in the excess of ten thousand dollars (\$10,000.00) and remains in arrears beyond December 31<sup>st</sup>, an additional penalty of six percent (6%) shall be charged against the delinquency.
2. Effective January 1, 2023, there will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order.
3. Any payments not made in accordance with item two of this resolution shall be charged interest from the due date as set forth in item one of this resolution.
4. The Clerk is hereby authorized and directed to provide a copy of this resolution to the Tax Collector, Township Solicitor, and the Municipal Auditor for the Township of Dennis.
5. This resolution shall take effect immediately.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_

Jacqueline B. Justice, RMC/Clerk

Zeth A. Matalucci, Mayor

**RESOLUTION NO. 2023-11**  
**PAGE 2**

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-12**

**RESOLUTION AUTHORIZING THE CANCELLATION OF DELINQUENT  
PROPERTY TAXES IN THE AMOUNTS OF LESS THAN \$10.00  
PURSUANT TO N.J.S.A. 40A:5-17**

**WHEREAS**, N.J.S.A. 40A:5-17 allows for the cancellation of property tax delinquent amounts in the amounts of less than \$10.00; and

**WHEREAS**, the Governing Body may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax delinquencies of less than \$10.00.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body hereby authorizes the Tax Collector to cancel said tax amounts less than \$10.00 as deemed necessary.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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Jacqueline B. Justice, RMC/Clerk

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-13**

**RESOLUTION AUTHORIZING A FEE TO BE CHARGED FOR ALL  
RETURNED CHECKS**

**WHEREAS**, upon occasion, various persons have issued checks to the Township of Dennis for payment of taxes, permit fees, registrations, etc.; and

**WHEREAS**, when such payments are returned to the Township for non-payment or insufficient funds, it causes a burden on the various departments, with additional bookkeeping and increased paperwork.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that a fee of twenty-five dollars (\$25.00) be and is hereby authorized to be collected for each check returned to the Township for non-payment or insufficient funds.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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Jacqueline B. Justice, RMC/Clerk

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-15**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CREDIT  
OVERPAYMENTS TO THE 2023 TAX YEAR**

**WHEREAS**, during the 2022 tax year, odd payments, deductions granted, and assessment corrections result in the overpayment of taxes on some properties; and

**WHEREAS**, the Township Committee desires to authorize the Tax Collector to credit the aforementioned overpayments to the 2023 Tax Year.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Tax Collector is hereby authorized and directed to credit the aforementioned overpayments to the 2023 Tax Year.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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Jacqueline B. Justice, RMC/Clerk



**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-16**

**RESOLUTION AUTHORIZING THE DISPOSITION OF A TAX APPEAL  
BY THE COUNTY TAX BOARD**

**WHEREAS**, pursuant to N.J.A.C. 18:12A-1.6 c. a directive from the Cape May County Board of Taxation indicates that any and all tax appeals for the increase or decrease of assessments submitted to the Cape May County Board of Taxation by the Tax Assessor and/or the Tax Collector on behalf of the Township of Dennis for the year 2023 must be authorized by this governing body for disposition by the County Board of Taxation.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. That the Tax Assessor is hereby authorized to file any and all tax appeals for the increase or decrease of assessments to the Cape May County Board of Taxation for disposition.
2. The Tax Assessor shall have the right to terminate and/or settle by stipulation of otherwise any such tax appeals that the Assessor may institute.

**BE IT FURTHER RESOLVED**, that the Clerk is hereby authorized and directed to forward a copy of this resolution to the Cape May County Board of Taxation and to furnish copies of the same to the Tax Assessor, Tax Collector and the Solicitor.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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**RESOLUTION NO. 2023-16**  
**PAGE 2**

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**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-17**

**RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE TAX APPEALS**

**WHEREAS**, by a directive from the Cape May County Board of Taxation pursuant to N.J.A.C. 18:12A-1 ©, all tax appeals submitted to the Cape May County Board of Taxation by the Tax Assessor on behalf of the Township of Dennis must be authorized by resolution of the Township Committee for the tax year 2023.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. The Township Committee hereby authorizes the Tax Assessor to file Tax Appeals on behalf of the Township of Dennis for Farmland Assessment Roll Back Taxes for the properties.
2. The Tax Assessor shall have the right to terminate and/or settle by stipulation of otherwise any such Tax Appeals that the Assessor may institute.

**BE IT FURTHER RESOLVED**, that the Clerk is hereby authorized and directed to forward a copy of this resolution to the Cape May County Board of Taxation and to furnish copies of the same to the Tax Assessor and the Solicitor.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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**RESOLUTION NO. 2023-17**  
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**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-18**

**RESOLUTION ESTABLISHING A FEE FOR DUPLICATE TAX BILLS**

**WHEREAS**, upon occasion, property owners request duplicate tax bills from the Tax Collector's Office; and

**WHEREAS**, the Township Committee desires to establish a fee to be charged for the duplicate tax bills.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Tax Collector is hereby authorized and directed to charge the current postage rate and \$2.00 for each duplicate tax bill requested by the property owner.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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Jacqueline B. Justice, RMC/Clerk

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-19**

**RESOLUTION APPOINTING THE REGISTRAR OF VITAL STATISTICS  
FOR THE YEAR 2023**

**WHEREAS**, it is necessary to appoint a Registrar of Vital Statistics for the year.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that Jacqueline B. Justice is appointed as the Registrar of Vital Statistics.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-20**

**RESOLUTION AUTHORIZING AND DESIGNATING THE BANK DEPOSITORIES**

**WHEREAS**, it is necessary according to the statutes to name depositories for the various Township Officials.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the depositories are as follows:

Chief Financial Officer - Jessica Bishop, CMFO #N1682

Savings, General Checking, Payroll, Flexible Spending Account, Municipal Alliance, Dog Account, Construction Office, Planning Escrows and any other accounts deemed necessary by the Chief Financial Officer will be maintained at Sturdy Savings Bank.

Tax Collector - Monica Heim, CTC #T-8585

Tax Title Lien Redemption Account will be maintained at Sturdy Savings Bank.

Municipal Court - Loren Ready, Court Administrator

Municipal Court Account and the Bail Account will be maintained at Ocean First.

**BE IT FURTHER RESOLVED**, that investments will be made by the Chief Financial Officer with any financial institution having New Jersey G.U.D.P.A. certification, and in accordance with the Township of Dennis's Cash Management Plan.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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**RESOLUTION NO. 2023-20**  
**PAGE 2**

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**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**



**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-21**

**RESOLUTION AUTHORIZING A CASH MANAGEMENT PLAN**

**WHEREAS**, N.J.S.A. 40A: 5-14 mandates that the governing body shall, by resolution passed by a majority vote of the full membership thereof, authorize a cash management plan.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby authorize the attached Cash Management Plan for the year 2023.

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer is hereby authorized to deposit its funds pursuant to said plan.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

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Jacqueline B. Justice, RMC/Clerk

**CASH MANAGEMENT PLAN OF THE TOWNSHIP OF DENNIS**  
**IN THE COUNTY OF CAPE MAY, NEW JERSEY**

**I. STATEMENT OF PURPOSE**

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township of Dennis, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest Deposits or otherwise invested in Permitted Investments hereinafter referred. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

**II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN**

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Dennis:

Accounts:

General Checking Account	Payroll Account
Construction Office Account	Savings Account
Dog Account	Municipal Alliance
Municipal Court Bail Account	Tax Collector TTL Account
Municipal Court Account	Recreation Account
Planning Escrow Account	Fire Safety and Prevention Account
Escrow Account for Dennis 47 Developers	Escrow Account for HRD Holdings
Escrow Account for Pineland Construction, LLC	Escrow Account for Hanson Aggregates BMC, Inc.
Escrow Account for John Gibson	Escrow Account for Thomas V. Whelan B1 L6.01
Escrow Account for Joseph McLenaghan	Escrow Account for Thomas V. Whelan B1 L6.02
Escrow Account for Ocean View Petroleum	Escrow Account for Thomas V. Whelan B1 L9.01
Escrow Account for Ryan Development	Escrow Account for Thomas V. Whelan B1 L9.02
Escrow Account for ERM Driftwood, LLC	Escrow Account for Turner Partners
Escrow Account for B & R Land, LLC	Escrow Account for Joyce M. Brewer
Escrow Account for Albino Vendrasco	Escrow Account for Riverview Plumbing, Heat & Cool
Escrow Account for Site Works Contracting	Escrow Account for Howard L. Hess
Escrow Account for South Jersey Gas	Escrow Account for R.E. Pierson Construction
Escrow Account for Two Brews, LLC	Escrow Account for Zemac CM LLC

Funds:

Current Fund	Trust Funds
General Capital Fund	Grant Fund

- B. It is understood that this Plan is not intended to cover certain funds and accounts of the Township of Dennis, specifically: NONE

**III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF DENNIS AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer of the Township of Dennis (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of Dennis are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials. The Chief Financial Officer of the Township of Dennis shall deposit all monies as designated by the Cash Management Plan and shall thereafter be relieved of any liability for loss of such monies due to the insolvency or closing of any depository designated in the Cash Management Plan.

**IV. DESIGNATION OF DEPOSITORIES**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in this Plan, including any Certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Sturdy Savings Bank
- Bank of America
- Morgan Stanley Trust Company
- Ocean First Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

**V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIAL MAY DEAL**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the Township of Dennis referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above. None designated at the present time.

**VI. AUTHORIZED INVESTMENTS**

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
  - (2) Government money market mutual funds;
  - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located.
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.278 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C17:9-41); and
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
  - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

- (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period or at least two years pursuant to section 9 of P.L. 1967 c.9 (c.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

- B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

**Accounts:**

General Checking Account	Payroll Account
Construction Office Account	Savings Account
Dog Account	Municipal Alliance
Municipal Court Bail Account	Tax Collector TTL Account
Municipal Court Account	Planning Escrow Account
Recreation Account	Fire Safety and Prevention Account
Escrow Account for Dennis 47 Developers	Escrow Account for HRD Holdings
Escrow Account for Pineland Construction, LLC	Escrow Account for Hanson Aggregates BMC, Inc.
Escrow Account for John Gibson	Escrow Account for Thomas V. Whelan B1 L6.01
Escrow Account for Joseph McLenaghan	Escrow Account for Thomas V. Whelan B1 L6.02
Escrow Account for Ocean View Petroleum	Escrow Account for Thomas V. Whelan B1 L9.01
Escrow Account for Ryan Development	Escrow Account for Thomas V. Whelan B1 L9.02
Escrow Account for ERM Driftwood, LLC	Escrow Account for Turner Partners
Escrow Account for B & R Land, LLC	Escrow Account for Joyce M. Brewer
Escrow Account for Albino Vendrasco	Escrow Account for Riverview Plumbing, Heat & Cool
Escrow Account for Site Works Contracting	Escrow Account for Howard L. Hess
Escrow Account for South Jersey Gas	Escrow Account for R.E. Pierson Construction
Escrow Account for Two Brews, LLC	Escrow Account for Zemac CM LLC

**Funds:**

Current Fund	Trust Funds
General Capital Fund	Grant Fund

Maturity limit not to exceed 397 days.

**VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Dennis, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Dennis to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township of Dennis or by a third party custodian prior to or upon the release of the Township of Dennis's funds.

To assure that all parties with whom the Township of Dennis deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

**VIII. REPORTING REQUIREMENTS**

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township of Dennis a written report of any Deposits or Permitted investments made pursuant to this Plan, which shall include, at a minimum, the following information;

- A. The name of any institution holding funds of the Township of Dennis as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township of Dennis.

**IX. TERM OF PLAN**

This Plan shall be in effect from January 1, 2023 to December 31, 2023. Attached to this Plan is a resolution of the governing body of the Township of Dennis approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Township Committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-22**

**RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS  
FOR PUBLICATION**

**WHEREAS**, the Open Public Meetings Act requires that certain notices of meetings be submitted to the official newspaper(s) of the municipality for publication; and

**WHEREAS**, the aforesaid act permits the Township Committee to fix a reasonable sum to be charged to persons who request notices of the Township Committee as provided for under said Act; and

**WHEREAS**, the Township Committee has duly considered the matter.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. The Press of Atlantic City be and the same is hereby designated as the official newspaper of the Township of Dennis for the year 2023 to receive any and all meeting notices of the Township of Dennis and Land Use Development Application Notices.
2. The Cape May County Herald Times be and the same is also designated to receive any and all meeting notices of the Township of Dennis and Land Use Development Application Notices which cannot reasonably be published in the Press of Atlantic City.
3. The Bulletin Board in the Municipal Building at 571 Petersburg Road, Dennisville, NJ is hereby designated as the place where all official notices are to be posted.
4. A fee of \$5.00 per notice is hereby established as the charge to persons requesting individual notices as provided for under the Open Public Meetings Act.
5. The Clerk is hereby authorized and directed to supply to the aforesaid newspaper the annual notice and the required forty-eight (48) hour notice and to otherwise carry into effect the provisions of the Resolution. The said notices shall advise the public that the regularly scheduled meetings of the Township Committee shall be held pursuant to Resolution No. 2021-184.
6. This Resolution shall take effect immediately.



**RESOLUTION NO. 2023-27**  
**PAGE 2**

ATTEST \_\_\_\_\_ ATTEST \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-23**

**RESOLUTION APPOINTING THE FUND COMMISSIONER FOR THE  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township of Dennis is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

**WHEREAS**, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund Commissioner to the FUND and each Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and that no individual may serve as Fund Commissioner for more than one (1) member; and

**WHEREAS**, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

**WHEREAS**, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; and

**WHEREAS**, the Township of Dennis recommends the appointment of Jessica Bishop to serve as Fund Commissioner in accordance with the FUND Bylaws.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby appoint Jessica Bishop as Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-23**

**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST**

**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-24**

**RESOLUTION APPOINTING THE ALTERNATE FUND COMMISSIONER FOR THE  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township of Dennis is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

**WHEREAS**, the Bylaws of the FUND recommend that each Municipality appoint one (1) Alternate Fund Commissioner; and

**WHEREAS**, the Township of Dennis recommends the appointment of Jacqueline B. Justice as Alternate Fund Commissioner.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby appoint Jacqueline B. Justice as Alternate Fund Commissioner for the Atlantic County Municipal Joint Insurance Fund.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-24**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-25**

**RESOLUTION AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES  
CONTRACTS FOR VARIOUS TOWNSHIP OFFICIALS FOR THE YEAR 2023**

**WHEREAS**, there exists a need for various professional services as follows:

Municipal Solicitor, Municipal Bond Counsel, Municipal Labor Counsel, Municipal Engineer, Hearing Officer and Municipal Auditor; and

**WHEREAS**, the maximum amount contracted for each of the aforesaid professional services shall not exceed the amount appropriated in the temporary budget in the said time period and will thereafter not exceed the amount appropriated in the budget as finally adopted: and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that the resolution authorizing the award of contracts of "Professional Services" without competitive bids and the contract itself must be available for public inspection.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee, of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. The Mayor and Clerk are directed to execute contracts with the following professional personnel:

Kyle Weinberg, Esq.	- Municipal Solicitor
Archer & Greiner	- Municipal Bond Counsel
William G. Blaney, Esq.	- Municipal Labor Counsel
Barker, Gelfand, James & Sarvas	- Hearing Officer
Leon P. Costello, RMA/CPA	- Municipal Auditor
2. These contracts are awarded without competitive bidding as a "Professional Services" in accordance with N.J.S.A. 40A: 11-5 (a) of the Local Public Contracts Law because the services are to be rendered by a person authorized by law and the services require a prolonged formal course of specialized instruction.
3. A notice of this action shall be printed once in the official newspaper of the municipality.
4. This Resolution shall take effect retroactive to 01/01/2023.

**RESOLUTION NO. 2023-25**  
**PAGE 2**

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$53,000.00 is available, contingent upon the approval of the 2023 Budget, in the following appropriations:

Budget Account Name:      LEGAL SERVICES  
Budget Account Number:    3-01-20-155-027

These funds are sufficient to meet the contractual commitment providing for 2023 Municipal Solicitor Services awarded to:

Blaney Karavan, PC  
3311 New Jersey Ave  
Wildwood, NJ 08260

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
\_\_\_\_\_  
Jessica Bishop, CMFO, QPA

DATE:

1/3/23



**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$5,000.00 is available, contingent upon the approval of the 2023 Budget, in the following appropriations:

Budget Account Name:      LEGAL SERVICES  
Budget Account Number:    3-01-20-155-027

These funds are sufficient to meet the contractual commitment providing for 2023 Bond Counsel Services awarded to:

Archer & Greiner, PC  
Riverview Plaza, 10 Hwy 35  
Red Bank, NJ 07701

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

1/3/23

**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$30,000.00 is available, contingent upon the approval of the 2023 Budget, in the following appropriations:

Budget Account Name:      LEGAL SERVICES  
Budget Account Number:    3-01-20-155-027

These funds are sufficient to meet the contractual commitment providing for 2023 Municipal Labor Counsel Services awarded to:

Blaney Karavan, PC  
2123 Dune Drive, Suite 11  
Avalon, NJ 08202

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

1/3/23

**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$5,000.00 is available, contingent upon the approval of the 2023 Budget, in the following appropriations:

Budget Account Name:      LEGAL SERVICES  
Budget Account Number:    3-01-20-155-027

These funds are sufficient to meet the contractual commitment providing for 2023 Hearing Officer Services awarded to:

Barker, Gelfard, James & Sarvas  
210 New Road, Unit 12  
Linwood, NJ 08221

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

1/9/23

**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$31,000.00 is available, contingent upon the approval of the 2023 Budget, in the following appropriations:

Budget Account Name:      AUDIT SERVICES  
Budget Account Number:    3-01-20-135-028

These funds are sufficient to meet the contractual commitment providing for 2023 Audit Services awarded to:

Ford, Scott & Associates, LLC  
1535 Haven Ave  
Ocean City, NJ 08226

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

1/3/23

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-26**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT TO  
PHOENIX ADVISORS, LLC FOR INDEPENDENT REGISTERED MUNICIPAL ADVISOR  
AND CONTINUING DISCLOSURE SERVICES FOR THE YEAR 2023**

**WHEREAS**, the Township Committee of the Township of Dennis in the County of Cape May and State of New Jersey finds it necessary to contract with a Financial Advisor and Continuing Disclosure Agent for Independent Registered Municipal Advisor and Continuing Disclosure Services for the Year 2023 which is required for the Township to comply with certain Bonding requirements; and

**WHEREAS**, this appointment may be made without public bidding under the local public contracts law; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this matter.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Dennis, duly assembled in public session this 24<sup>th</sup> day of January, 2023, that Phoenix Advisors, LLC be and hereby is appointed for Financial Advisor and Continuing Disclosure Services for the Year 2023.

**BE IT FURTHER RESOLVED**, that Phoenix Advisors, LLCs' bill will not to exceed \$1,600.00 without subsequent approval by Resolution of the Township Committee.

**BE IT FURTHER RESOLVED**, that Phoenix Advisors, LLC shall prepare and execute an appropriate contract and shall execute all affirmative action language and execute and provide all other items as may be required by law to effectuate the contract.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-26**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. (prevailing time) at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$1,600.00 is available, contingent to the approval of the 2023 Budget, in the following appropriations:

Budget Account Name: ADMINISTRATOR  
Budget Account Number: 3-01-20-101-036

These funds are sufficient to meet the contractual commitment providing for:

Continuing Disclosure Agent Services awarded to:

Phoenix Advisors, LLC  
625 Farnsworth Ave  
Bordentown, NJ 08505

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

1/9/2023

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-27**

**RESOLUTION APPOINTING THE RISK MANAGEMENT CONSULTANT FOR  
REPRESENTATION WITH THE ATLANTIC COUNTY MUNICIPAL JOINT  
INSURANCE FUND AND AUTHORIZING THE EXECUTION OF A PROFESSIONAL  
SERVICES CONTRACT**

**WHEREAS**, the Township of Dennis is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund; and

**WHEREAS**, the By-laws of said Fund require that each Municipality appoint a **RISK MANAGEMENT CONSULTANT** to perform various professional services as detailed in the By-laws; and

**WHEREAS**, the By-laws indicated a fee not to exceed six percent (6%) of the Municipal Assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

**WHEREAS**, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that said Committee hereby appoints Michael McLaughlin of the firm Marsh & McLennan Agency, LLC 510 Bank Street Commons, P.O. Box 477, Cape May, NJ 08204 as its Risk Management Consultant in accordance with N.J.S.A. 40A: 11-5.

**BE IT FURTHER RESOLVED**, that the Governing Body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause notice of this decision to be published according to N.J.S.A. 40A: 11-5(1), (a), (I).

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**ATTEST** \_\_\_\_\_  
Scott J. Turner, Deputy Mayor



**RESOLUTION NO. 2023-27**  
**PAGE 2**

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-28**

**RESOLUTION REJECTING PROPOSALS SUBMITTED FOR THE PROFESSIONAL SERVICES  
POSITION OF ALT. ENGINEER FOR THE TOWNSHIP OF DENNIS**

**WHEREAS**, the Dennis Township Purchasing Agent as authorized contracting agent for the Township of Dennis requested, received and opened sealed proposals on December 09, 2022 at 4:00 PM prevailing time for 2023 Professional Services including Grant Consultant for the Township of Dennis and the receipt of which bids were duly advertised in accordance with the law and in such case made and provided; and

**WHEREAS**, all bid results and recommendations for contract award are on file in the Office of the Township Clerk, 571 Petersburg Road, Dennisville, New Jersey, as required by law; and

**WHEREAS**, the Township of Dennis has decided to abandon the project at this time and pursuant to N.J.S.A. 40A:11-13.2, the Purchasing Agent recommends that the Dennis Township Committee reject all proposals at this time.

**NOW, THEREFORE, BE IT RESOLVED** by the Dennis Township Committee as follows:

1. The Dennis Township Committee hereby rejects the proposals submitted for the Professional Services position of Alt. Engineer for the Township of Dennis, subject to review of the Township Solicitor. The Committee further stipulates that all bidders be so informed. This shall be completed in full accordance with the provisions and conditions of N.J.S.A. 40A:11-13.2.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-28**

**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their reorganization meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST**

**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-29**

**RESOLUTION REJECTING PROPOSALS SUBMITTED FOR THE PROFESSIONAL SERVICES  
POSITION OF CONFLICT COUNSEL FOR THE TOWNSHIP OF DENNIS**

**WHEREAS**, the Dennis Township Purchasing Agent as authorized contracting agent for the Township of Dennis requested, received and opened sealed proposals on December 09, 2021 at 4:00 PM prevailing time for 2023 Professional Services including Conflict Counsel for the Township of Dennis and the receipt of which bids were duly advertised in accordance with the law and in such case made and provided; and

**WHEREAS**, all bid results and recommendations for contract award are on file in the Office of the Township Clerk, 571 Petersburg Road, Dennisville, New Jersey, as required by law; and

**WHEREAS**, the Township of Dennis has decided to abandon the project at this time and pursuant to N.J.S.A. 40A:11-13.2, the Purchasing Agent recommends that the Dennis Township Committee reject all proposals at this time.

**NOW, THEREFORE, BE IT RESOLVED** by the Dennis Township Committee as follows:

1. The Dennis Township Committee hereby rejects the proposals submitted for the Professional Services position of Conflict Counsel for the Township of Dennis, subject to review of the Township Solicitor. The Committee further stipulates that all bidders be so informed. This shall be completed in full accordance with the provisions and conditions of N.J.S.A. 40A:11-13.2.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-29**

**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their reorganization meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST**

**\_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-30**

**RESOLUTION AUTHORIZING THE APPLICATION TO THE  
NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR A GRANT FOR THE  
INSTALLATION OF LED FIELD LIGHTING AT THE DENNIS TOWNSHIP  
RECREATION COMPLEX**

**WHEREAS**, the Township of Dennis desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$1,140,000.00 to carry out a project to install LED field lighting at the Dennis Township Recreation Complex.

**BE IT THEREFORE RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May and State of New Jersey as follows:

- 1) that the Township of Dennis does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Dennis and the New Jersey Department of Community Affairs.

**BE IT FURTHER RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

\_\_\_\_\_  
Jessica Bishop, Township Administrator

\_\_\_\_\_  
Zeth Matalucci, Mayor

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_

Jacqueline B. Justice, RMC/Clerk

Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-30**

**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST**

**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-31**

**RESOLUTION AUTHORIZING THE HIRING OF A PART-TIME  
RECREATION ATTENDANT FOR THE RECREATION DEPARTMENT**

**WHEREAS**, the Dennis Township Recreation Department is in need of additional part-time attendants to cover the recreation facilities during the wide range of programs; and

**WHEREAS**, the Township Administrator has reviewed the applications and has made her recommendation.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that Samantha Grassi of 1 New River Road, Cape May Court House, NJ 08210 be hired as part-time Recreation Attendant at the hourly rate of \$16.00 per hour effective 01/24/2023.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk



**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-32**

**RESOLUTION AUTHORIZING AN AMENDMENT AND EXTENSION OF A LEAVE  
OF ABSENCE FOR A PUBLIC WORKS EMPLOYEE**

**WHEREAS**, Resolution No. 2022-153 adopted on 10/11/2022 authorized a leave of absence for John Pilieri under the FMLA; and

**WHEREAS**, said leave was effective 11/08/2022 to 01/31/2023; and

**WHEREAS**, Mr. Pilieri will be returning to work on 01/30/2023 and will resume his leave on or about 03/03/2023 to 04/14/2023 requesting an extension of his leave of absence due to complications.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the leave of absence granted for John Pilieri be amended for his return to work on 01/30/2023 and then for the leave to resume on or about 03/03/2023 through 04/14/2023.

**BE IT FURTHER RESOLVED**, that the Township Administrator is hereby authorized and directed to file the necessary paperwork with the N.J. Civil Service Commission.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-33**

**RESOLUTION AUTHORIZING THE REFUND OF A  
PLANNING/ZONING ESCROW FEE**

**WHEREAS**, the Administrator to the Planning and Zoning Boards has requested the refund of a Planning/Zoning Escrow Fee; and

**WHEREAS**, said Planning/Zoning application project has been substantially completed or withdrawn and the escrow fund balance remains.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Financial Officer is hereby authorized and directed to refund the following Planning/Zoning Escrow balance:

<u>Block</u>	<u>Lot</u>	<u>Amount</u>	<u>Applicant</u>
97	30.01	\$ 67.50	Anthony & Julie Giannini 1372 Route 83 Cape May Court House, NJ 08210

**BE IT FURTHER RESOLVED**, that the Clerk forward a certified copy of this resolution to the Administrator to the Planning and Zoning Boards and the Chief Financial Officer.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-33**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-34**

**RESOLUTION AUTHORIZING THE REFUND OF A  
TAX OVERPAYMENT – BLOCK 245, LOT 11.09**

**WHEREAS**, the Tax Collector's Office has notified the Clerk of a tax overpayment on Block 245, Lot 11.09; and

**WHEREAS**, the overpayment was a result of the property owner being awarded a 100% Disabled Veteran Deduction; and

**WHEREAS**, the amount of the overpayment requested to be refunded for Block 245, Lot 11.09 is eight hundred ten dollars and sixty cents (\$810.60).

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to refund the \$810.60 to the following:

Block 245, Lot 11.09  
Samantha & Ronald Millspaugh  
7 Buckthorn Lane  
Cape May Court House, NJ 08210

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-34**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-35**

**RESOLUTION REQUESTING TRANSFER OF FUNDS**

**BE IT RESOLVED** by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to make the transfer(s) FROM and TO the APPROPRIATIONS for the year 2022 named herein.

**SEE ATTACHED SCHEDULE**

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

## TRANSFER RESOLUTION ATTACHMENT 1/24/23

Account Name	Account Number	To	From
Utilities Other - Propane	2-01-31-446-070	2,100.00	
Public Works - O/E	2-01-26-290-036		2,100.00

<u>\$ 2,100.00</u>	<u>\$ 2,100.00</u>
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**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-36**

**RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO  
SCHEULE PLANNING SOLUTIONS, LLC FOR PLANNING SERVICES ASSOCIATED  
WITH THE PREPARATION OF THE BIENNIAL REPORT**

**WHEREAS**, the Township is required to complete a Biennial Report pursuant to the State Planning Rules NJAC 5:85-7.22(b) regarding the monitoring of endorsed plans and designated centers, and;

**WHEREAS**, Scheule Planning Solutions, LLC has submitted a proposal, a copy of which is attached hereto as exhibit "A", in an amount not to exceed \$2,500.00 for the Planning Services associated with the Biennial Report.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, in the County of Cape May and State of New Jersey, that a contract be and the same is hereby awarded to Scheule Planning Solutions, LLC as a Professional Services Contract, in an amount not to exceed \$2,500.00, for Planning Services associated with the Biennial Report.

**BE IT FURTHER RESOLVED**, that the necessary Certification of Availability of Funds is attached.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk be and is hereby authorized and directed to publish in the official newspaper of the Township a copy of this Resolution.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						



**RESOLUTION NO. 2023-36**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. (prevailing time) at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**CAPE MAY COUNTY**



**PROPOSAL**

**TO**

**PREPARE BIENNIAL REPORT**

**SCHEULE PLANNING SOLUTIONS, LLC**

**JANUARY 8, 2023**

**TOWNSHIP OF DENNIS**  
**PROPOSAL TO PREPARE BIENNIAL REPORT**

**Introduction.**

Scheule Planning Solutions, LLC (SPS) is pleased to provide this **Proposal to Prepare a Biennial Report** for Dennis Township. For the reasons identified herein, SPS is uniquely qualified to provide the Township with this professional planning service.

**The Firm.**

Scheule Planning Solutions, LLC is State Licensed (Professional Planner) and Nationally Certified (American Institute of Certified Planners) and adheres to the highest standard of professional care. SPS understands the complexities of community planning and, with an emphasis on fundamental planning concepts, strives to develop effective strategies to help clients achieve their goals.

Over the past 35 years Randy Scheule has assisted a diverse clientele including individual homeowners, local businesses, municipal government and national companies. During this time has completed Master Plan Reexamination Reports for numerous local communities.

**Proposed Services.**

The Proposed Services will address the following requirements in the State Planning Rules at NJAC 5:85-7.22(b) regarding the monitoring of endorsed plans and designated centers:

*Within one year from the date of endorsement, municipalities, counties or other relevant planning entities having endorsed plans or previously designated centers shall provide an annual report to the Executive Director on the status of their Planning and Implementation Agreement efforts, with biennial reports due thereafter, unless otherwise agreed. The annual and biennial reports shall include any Board of Adjustment Annual Report on Variances pursuant to N.J.S.A. 40:55D-70.1, planning board reports, and significant updates to other planning materials submitted as part of the petition for plan endorsement, including zoning ordinances or other implementation measures, adopted since plan endorsement, or prior center designation and submission of the last annual report. The report shall state how these items are consistent with the State Plan, the endorsed plan and the terms of the Planning and Implementation Agreement.*

Reference in the Rules to "... their Planning and Implementation Agreement efforts ." implicates the following Planning Implementation Agreement.

<b><u>Dennis Township PIA</u></b>			
<b>Item No.</b>	<b>Subject</b>	<b>Action Item</b>	<b>Due Date</b>
1	Capital Improvement Plan	The Township shall prepare a new Capital Improvement Program aligned with its planned development. This shall be an action item in the PIA.	Next Capital Improvement plan is due in 2017

**TOWNSHIP OF DENNIS**  
**PROPOSAL TO PREPARE BIENNIAL REPORT**

[There is no Item No. 2]			
3	Coastal Consistency Statement	The Township shall prepare a statement that addresses natural resource protection and coastal management demonstrating consistency of local plans and ordinances with the goals of the Coastal Zone Management Program.	May be done before the SPC
4	Cape May County Wastewater Management Plan	The WQMP must be completed by the County, but the Township must comply with the "Responsibility of Municipalities" obligations listed in section N.J.A.C. 7:15-5.8 of the Water Quality Management Rules. Municipalities must provide documentation that water supply capacity exists for the amount of growth detailed in the Master Plan. This documentation must identify existing and proposed water supply sources. Municipalities must identify local water conservation measures required to ensure efficient use of available resources and methods to be used to promote wastewater reuse. Stream corridor protection ordinances must be in place.	Ongoing
5	Septic Management Plan	Prepare a septic management plan in accordance with N.J.A.C. 7:15-5.25(e)3; which states, "Demonstrate that areas to be served by individual subsurface sewage disposal systems are subject to a mandatory maintenance program, such as an ordinance, which ensures that all individual subsurface sewage disposal systems are functioning properly. This shall include requirements for periodic pump out and maintenance, as needed."	Ongoing
6	Green Buildings & Sustainability Plan	Prepare and adopt a Green Buildings and Environmental Sustainability Plan. Consider working toward certification in Sustainable New Jersey to be eligible for future funding.	2022
7	Historic Site Survey	Update the Township Historic Site Survey to determine State and National Register eligibility. Consider Sustainable New Jersey as a future funding source.	2015

**TOWNSHIP OF DENNIS**  
**PROPOSAL TO PREPARE BIENNIAL REPORT**

8	Update Master Plan & Zoning ordinance per FEMA maps	Review required changes in the Master Plan and Zoning Ordinance as a result of the new FEMA maps. NOTE: The maps for the Delaware Bay side of South Jersey which includes Dennis Township have not as yet been published.	2015
9	Master Plan update	Update the Master Plan in 2022.	2022
10	Lake Management Study	Consider a management study for Magnolia Lake in Ocean View which has declined due to eutrophication and received further damage during Hurricane Sandy. Consider NOAH as a source of funding. NOTE: The Lake is privately owned but an easement with Open Space funding could be considered.	2015

**Contact Information.**

Randall Scheule, PP/AICP  
SCHEULE PLANNING SOLUTIONS, LLC  
33 Buckingham Drive  
Egg Harbor Township, NJ 08234  
Phone (609) 365-2642  
Email [scheuleplanningsolutions@gmail.com](mailto:scheuleplanningsolutions@gmail.com)

**Proposed Fee.**

SPS will charge hourly based upon actual hours worked not-to-exceed the fixed price of Two Thousand Five Hundred Dollars (\$2,500) including all expenses and deliverables for this project. Additional tasks, if requested by the Township, will be billed at the following hourly rate.

<b>Principal Planner</b>	<b>\$125.00</b>
--------------------------	-----------------

Incidentals including copies, postage and binding will be billed at cost.

**Deliverables.**

One (1) hard color copy and one (1) electronic PDF file of the Biennial Report.

**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$2,500.00 is available, contingent to the approval of the 2023 Budget, in the following appropriations:

Budget Account Name: PLANNING & ZONING  
Budget Account Number: 3-01-21-185-028

These funds are sufficient to meet the contractual commitment providing for:

Principal Planner Services to Prepare Biennial Report awarded to:

Randall Scheule  
Scheule Planning Solutions, LLC  
33 Buckingham Drive  
Egg Harbor Township, NJ 08234

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

1/9/2023

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-37**

**A RESOLUTION DECLARING AN EMERGENCY FOR PURPOSES OF N.J.S.A.  
40A:11-6 AND N.J.A.C. 5:34-6.1 – HVAC SYSTEMS AT THE  
MUNICIPAL BUILDING**

**WHEREAS, N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1** permit contracting of services without public advertising for bids and bidding therefor, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery or performance of services; and

**WHEREAS,** an emergency has arisen affecting the health, safety and welfare of the public of the Township of Dennis as multiple HVAC units have failed in the Municipal Building; and

**WHEREAS,** in the opinion of the Township Administrator, it was necessary to immediately provide for the replacement of the HVAC units at the Municipal Building in order to prevent decreased air quality during the COVID-19 Pandemic which may resulted in harm to the health of residents and employees; and

**WHEREAS,** the Township Administrator declared an emergency on January 10, 2022 and awarded an emergency contract to the lowest responsive and responsible quote, Eric Krise Electrical Contractor, LLC, for the replacement of the HVAC units.

**NOW THEREFORE IT BE RESOLVED** by the Township of Dennis, County of Cape May, State of New Jersey, that the Township Committee declares an emergency to exist as detailed above for which emergency services were needed and authorize the payment therefore in excess of the bid threshold to Eric Krise Electrical Contractor, LLC located at 80 Broad Street, Elmer, New Jersey 08318, in the amount of \$136,500.00.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2023-37**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**



**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-38**

**RESOLUTION AUTHORIZING THE CANCELLATION OF A  
GENERAL CHECKING ACCOUNT CHECK**

**WHEREAS**, the following check was issued from the Township of Dennis General Checking Account and was for the incorrect amount:

**General Checking Account:**

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>	<u>Void Reason</u>
047362	12/13/22	2,842.41	Void

**WHEREAS**, it is the desire of the Chief Finance Officer to void this General Checking Account check.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to void the check listed herein.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-39**

**RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR DMHAS  
GRANT FOR THE DENNIS TOWNSHIP MUNICIPAL ALLIANCE AND ACKNOWLEDGING  
THE TERMS AND CONDITIONS THEREOF**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse (GCADA) established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey. In coordination with GCADA, the New Jersey Department of Human Services/Division on Mental Health and Addiction Services (DMHAS) has awarded a Youth Leadership Grant to the GCADA Municipal Alliance Program.

**WHEREAS**, The Township Committee of the Township of Dennis, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Township Committee has applied for DMHAS Youth Leadership funding through the Governor's Council on Alcoholism and Drug Abuse through the County of Cape May;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of an application for DMHAS Grant funding for the Dennis Township Municipal Alliance for Year One Grant Term Two 9/1/23 – 9/30/25 in the amount of:  
DMHAS Grant Funding     \$1,215.46
2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk     Zeth A. Matalucci, Mayor

**RESOLUTION NO. 2023-39****PAGE 2**

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST****Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-40**

**RESOLUTION AUTHORIZING THE GOVERNOR'S COUNCIL ON ALCOHOLISM  
AND DRUG ABUSE FISCAL GRANT JULY 1, 2023 TO JUNE 30, 2024**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

**WHEREAS**, the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

**WHEREAS**, Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS**, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Cape May; and

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby recognizes the following:

1. The Township Committee does hereby authorize the submission of a strategic plan for the Dennis Township Municipal Alliance grant for fiscal year FY 2024 (July 1, 2023 to June 30, 2024) in the amount of:

DEDR	\$6,319.00
Cash Match	\$1,579.75
In-Kind	\$4,739.25

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**ATTEST** \_\_\_\_\_  
Zeth A. Matalucci, Mayor

**RESOLUTION NO. 2023-40****PAGE 2**

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their reorganization meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-41**

**RESOLUTION AUTHORIZING THE EXECUTION OF AN  
APPLICATION FOR THE 2023 LEAP CHALLENGE GRANT**

**WHEREAS**, the State of New Jersey has allocated \$150,000 within each county for a statewide total of \$3.15 million in Local Efficiency Achievement Program (LEAP) funds to promote innovation among peer local units across New Jersey, and

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services (DLGS) administers the LEAP grant program; and

**WHEREAS**, the LEAP Challenge Grant exists to challenge municipalities and counties to collaborate on more extensive partnership and collaborations to produce efficiencies through shared services; and

**WHEREAS**, the Dennis Township Board of Education and Township of Dennis, have determined to apply for a LEAP Challenge Grant through the State of New Jersey Local Efficiency Achievement Program in the amount of \$150,000.00 and

**WHEREAS**, the Dennis Township Board of Education has agreed to be the lead agency in this program; and

**WHEREAS**, the State of New Jersey has made LEAP grants available to assist local units to study, develop and implement new shared services initiatives; and

**WHEREAS**, the purpose of the project submitted in this grant application is intended to provide benefits to the participant local units' residents through the sharing of a Communications Tower.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Township of Dennis, that the Township of Dennis does hereby join with Dennis Township Board of Education in applying for a LEAP challenge grant to support undertaking this endeavor.

ATTEST \_\_\_\_\_ ATTEST \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

**RESOLUTION NO. 2023-41**  
**PAGE 2**

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**ORDINANCE NO. 2023-01**

**AN ORDINANCE OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY, AND  
STATE OF NEW JERSEY ESTABLISHING THE COMPENSATION OF THE  
OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF DENNIS**

**BE IT ORDAINED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey as follows:

**SECTION 1.** The positions listed in the attached schedule are either positions that currently exist or positions that may be created by the Township Committee prior to this Ordinance being amended.

**SECTION 2.** The salary ranges specified in the attached schedule are hereby adopted for each and every position listed therein. In those cases where only one rate or figure appears in said schedule, said rate or figure shall be the maximum rate or figure applicable to said position. In those cases where a minimum and maximum salary appear the exact salary to be paid to the holder of said position shall be as determined from time to time by Resolution of the Township Committee.

**SECTION 3.** Longevity pay shall terminate. Employees who, in the year 2004, received longevity pay have had that amount merged into their 2005 salary.

**SECTION 4.** The duties to be performed by each person holding any position listed herein shall be those duties as outlined in Job Descriptions provided by the New Jersey Department of Personnel or the Township of Dennis.

**SECTION 5.** All other Ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

**SECTION 6.** The range of salaries are hereby listed by title or position, with a minimum and a maximum base salary if applicable.

See Attached



<b>TITLE/POSITION</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>ADMINISTRATION:</b>		
Mayor	9,500.00	13,500.00
Township Committee Member	9,500.00	13,500.00
Municipal Administrator	50,000.00	90,000.00
Municipal Administrator (part-time)	5,000.00	60,000.00
Assistant Municipal Administrator (part-time)	5,000.00	40,000.00
Chief Financial Officer	50,000.00	105,000.00
Purchasing Agent	2,000.00	10,000.00
Municipal Clerk	50,000.00	105,000.00
Deputy Municipal Clerk (part-time)	5,000.00	40,000.00
Registrar of Vital Statistics	2,000.00	10,000.00
Deputy Registrar of Vital Statistics	500.00	2,000.00
Keyboarding Clerk I (part-time per hour)	15.00	25.00
Keyboarding Clerk I	2,340.00	48,750.00
Keyboarding Clerk II (part-time per hour)	16.00	30.00
Keyboarding Clerk II	24,960.00	58,500.00
Keyboarding Clerk III (part-time per hour)	17.00	35.00
Keyboarding Clerk III	26,520.00	68,250.00
Confidential Assistant (part-time per hour)	15.00	35.00
Tax Assessor	45,000.00	80,000.00
Tax Assessor (part-time)	15,000.00	45,000.00
Tax Collector	45,000.00	80,000.00
Tax Collector (part-time per hour)	30.00	55.00
Assistant Municipal Tax Collector (part-time)	5,000.00	45,000.00
<b>PUBLIC SAFETY:</b>		
Municipal Emergency Management Coordinator (part-time)	4,000.00	12,000.00
Deputy Municipal Emergency Management Coord. (part-time)	2,500.00	9,000.00
Fire Official (part-time per hour)	20.00	40.00
Fire Prevention Specialist (part-time per hour)	15.00	30.00
<b>CONSTRUCTION/PLANNING:</b>		
Technical Assistant to the Construction Official	20,000.00	44,000.00
Zoning Officer	4,000.00	15,000.00
Assistant Zoning Officer (part-time per hour)	15.00	25.00
Code Enforcement Officer	3,900.00	48,750.00
Code Enforcement Officer (part-time per hour)	15.00	30.00
Technical Assistant Land Use	1,500.00	10,000.00
Constructional Official (per hour)	25.00	65.00
Building Sub-Code Official (per hour)	20.00	60.00
Fire Sub-Code Official (per hour)	20.00	60.00
Electrical Sub-Code Official (per hour)	20.00	60.00
Plumbing Sub-Code Official (per hour)	20.00	60.00

**RECREATION:**

Recreation Director (part-time per hour)	20.00	35.00
Recreation Director	39,000.00	68,250.00
Recreation Program Coordinator	5,000.00	60,000.00
Recreation Supervisor	30,000.00	55,000.00
Recreation Attendant	27,300.00	48,750.00
Recreation Attendant (per hour)	14.00	25.00
Supervisor of Senior Citizen Activities	27,300.00	48,750.00
Senior Citizen Program Aide (per hour)	14.00	25.00

**PUBLIC WORKS:**

Director of Public Works/C.P.W.M.	50,000.00	90,000.00
Director of Public Works (part time)	5,000.00	50,000.00
Assistant Supervisor, Public Works	40,000.00	75,000.00
Laborer 1 (per hour)	16.00	23.00
Truck Driver - Class B (per hour)	17.50	25.00
Truck Driver - Class A (per hour)	20.00	30.00
Heavy Equipment Operator (per hour)	21.00	31.00
Heavy Equipment Operator/Mechanic (per hour)	22.50	32.50
Mechanic (per hour)	22.50	32.50

**MISCELLANEOUS:**

Municipal Department Head	35,000.00	60,000.00
Secretary Commission (per meeting)	40.00	75.00
Intermittent Clerk Typist (per meeting)	40.00	75.00
Intermittent Clerk Typist (part-time)	500.00	5,000.00
Community Service Aide (MA Coordinator) (part-time)	3,000.00	9,000.00
Municipal Recycling Coordinator	500.00	5,000.00
Assistant Municipal Recycling Coordinator	500.00	3,000.00
Clean Communities Coordinator	500.00	3,000.00
Required Meeting Attendance (per meeting)	20.00	50.00
Security/Fire Alarm In Person Response (per occurrence)	50.00	50.00
Mileage (per mile)	Current IRS Rate	0.625

**ORDINANCE NO. 2023-01**

**PAGE 4**

**SECTION 7.** This Ordinance shall become effective retroactive to January 01, 2023, immediately upon passage and publication according to law. All wages for employees covered under the contracts with I.B.E.W. 1293 will be paid in accordance with those contracts. All other employees will be paid in accordance with a subsequent resolution passed by the governing body detailing each employee's salary.

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Zeth A. Matalucci, Mayor

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Scott J. Turner, Deputy Mayor

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Thomas Van Artsdalen, III, Committee Member

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Matthew Cox, Committee Member

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Frank L. Germanio, Jr., Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on January 24, 2023. Publication will be held on January 27, 2023 and a Public Hearing will be held at a meeting of the said Township Committee to be held on February 14, 2023 at 5:30 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

**ATTEST**

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**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2023-42**

**RESOLUTION AUTHORIZING THE ISSUANCE OF VARIOUS  
2023 CAMPGROUND LICENSES**

**WHEREAS**, pursuant to Chapter 75 of the Code of the Township of Dennis, the Township Committee is required to approve the issuance of Campground Licenses; and

**WHEREAS**, the Clerk's Office has received the necessary compliance items to issue the following licenses:

Ocean View Campground – 1,171 Sites  
Avalon Campground, Inc. – 363 Sites  
Tamerlane Campground – 315 Sites

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Clerk's Office is hereby authorized and directed to issue the 2023 Campground Licenses to the aforementioned campgrounds.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on January 24, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

P.O. Type: All Include Project Line Items: Yes  
Range: First to Last  
Format: Detail without line Item Notes  
Open: N Paid: N Void: N  
Rcvd: Y Held: Y Apprv: N  
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name

PO # PO Date Description Contract PO Type Acct Type Description Stat/Chk Enc Date Date Chk/Void Invoice 1099  
Item Description Amount Charge Account

00707 APW CLEANING SERVICES, LLC

22-00468 11/21/22 CLEANING SERVICES 8  
3 DEC CLEANING SERVICES 6,985.00 2-01-26-310-035 B BUILDINGS & GROUNDS - JANITORIAL R 11/21/22 01/06/23 8336 N

Vendor Total: 6,985.00

01201 ATLANTIC CITY ELECTRIC

22-00008 01/05/22 2022 ELECTRIC  
52 DEC 2022 ELECTRIC 1,579.43 2-01-31-430-071 B UTILITIES - ELECTRIC R 01/12/23 01/12/23 N

Vendor Total: 1,579.43

01214 AT&T MOBILITY

22-00366 08/25/22 FIRE PREVENTION IPAD SERVICE  
4 DEC 2022 IPAD SERVICE 124.46 2-01-31-450-077 B UTILITIES OTHER - TELECOMMUNICATIONS R 12/07/22 01/12/23 N

Vendor Total: 124.46

02975 ATLANTIC CITY MUN INT INS FUND

23-00059 01/03/23 2023 INSURANCE ASSESSMENT  
1 1ST QRT 2023 INS. ASSESSMENT 7,731.98 3-01-23-210-090 B LIABILITY INSURANCE R 01/03/23 01/06/23 N  
2 1ST QRT 2023 INS. ASSESSMENT 18,930.02 3-01-23-215-090 B WORKERS COMPENSATION INSURANCE R 01/03/23 01/06/23 N

26,662.00

Vendor Total: 26,662.00

05408 BLANEY DONOHUE & WEINBERG PC

22-00012 01/05/22 2022 LABOR COUNSEL/ADDITIONAL  
13 DEC 2022 ADDITIONAL COUNSEL 1,493.50 2-01-20-155-027 B LEGAL SERVICES - O/E R 12/09/22 01/12/23 GP206568 N

23-00009 01/03/23 2023 SOLICITOR SERVICES B

2 JAN 2023 SOLICITOR SERVICES 4,000.00 3-01-20-155-027 B LEGAL SERVICES - O/E R 01/03/23 01/06/23 N

Vendor Total: 5,493.50

TOWNSHIP OF DENNIS  
Bills List By Vendor Id

[illegible]

**Vendor Total: 80.00**

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TOWNSHIP OF DENNIS  
Bill List By Vendor Id

Page No: 3

Vendor #	Name	PO #	PO Date	Description	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099	
Item Description												Enc Date	Date		Excl	
09213 SCS SIGN COMPANY																
22-00410	10/21/22			PLAQUE DEDICATING SENIOR CTR												
3	8 X 10			PRECISION TOOLED			489.00	2-01-20-110-036	B	MAYOR & COMMITTEE - OFFICE SUPPLIES	R	10/21/22	01/13/23		N	
				Vendor Total:			489.00									
09648 COASTAL BROADCASTING SYSTEMS																
22-00371	09/06/22			2022 RADIO ADVERTISING												
4				REGULATORY FEE			16.20	2-01-30-420-029	B	SPECIAL EVENTS - CONTRACT ITEMS	R	01/13/23	01/13/23		N	
				Vendor Total:			16.20									
09704 JOHN L. COLLINS																
23-00041	01/03/23			2023 RETIRED EMPLOYEE REIMB.		B										
2	JAN 2023			RETIRED EMP. REIMB.			442.97	3-01-23-220-092	B	EMPLOYEE GROUP INSURANCE	R	01/03/23	01/12/23		N	
				Vendor Total:			442.97									
09707 COMCAST																
23-00004	01/03/23			2023 CABLE/INTERNET												
1	JAN 2023			CABLE/INTERNET			745.04	3-01-31-450-077	B	UTILITIES OTHER - TELECOMMUNICATIONS	R	01/03/23	01/17/23		N	
				Vendor Total:			745.04									
10106 NELSON B. CREAMER																
23-00042	01/03/23			2023 RETIRED EMPLOYEE REIMB.		B										
2	JAN 2023			RETIRED EMPL. REIMB.			221.43	3-01-23-220-092	B	EMPLOYEE GROUP INSURANCE	R	01/03/23	01/12/23		N	
				Vendor Total:			221.43									
10215 CRYSTAL SPRINGS																
22-00021	01/05/22			2022 WATER COOLER RENTAL		B										
13	DEC 2022			WATER COOLER RENTAL			81.63	2-01-26-310-052	B	BUILDINGS & GROUNDS - OTHER EQUIP	R	01/05/22	01/12/23		N	
				Vendor Total:			81.63									

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TOWNSHIP OF DENNIS  
Bill List by Vendor Id

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
Item Description						Enc Date Date	Date		Excl
<b>11465 BRT TECHNOLOGIES, LLC</b>									
<b>23-00106 01/17/23 2023 ASSESSMENT POSTCARDS</b>									
1 2023 ASSESSMENT POSTCARDS			1,891.56	3-01-20-150-023	B	TAX ASSESSMENT - PRINT/BINDING	R	01/17/23 01/17/23	N
2 2023 ASSESSMENT POSTCARDS			558.87	3-01-20-150-023	B	TAX ASSESSMENT - PRINT/BINDING	R	01/17/23 01/17/23	N
			2,450.43						
Vendor Total:			2,450.43						
<b>11981 DEBLASIO &amp; ASSOCIATES, PC</b>									
<b>18-00574 11/28/18 CHESTNUT STREET PARK PROJECT</b>									
21 INVOICE #18			1,153.75	C-04-55-018-121	B	18-04 OPEN SPACE IMPROVEMENTS	R	11/28/18 01/12/23	18
Vendor Total:			1,153.75						
<b>11990 DENNIS TWP BASKETBALL ASSOC</b>									
<b>23-00081 01/05/23 BASKETBALL TRUST FUND DRAW</b>									
1 BASKETBALL TRUST FUND DRAW			5,000.00	T-05-00-000-205	B	RECREATION TRUST - BASKETBALL ASSOC.	R	01/05/23 01/12/23	N
Vendor Total:			5,000.00						
<b>12015 DENNIS TWP BOARD OF EDUCATION</b>									
<b>23-00012 01/03/23 2022 SCHOOL TAXES</b>									
1 JAN 2023 SCHOOL TAXES			907,109.59	3-01-207-55-500-061	G	LOCAL SCHOOL DISTRICT TAXES PAYABLE	R	01/03/23 01/12/23	N
Vendor Total:			907,109.59						
<b>12694 LARRY C. DIXON</b>									
<b>23-00044 01/03/23 2023 RETIRED EMPLOYEE REIMB.</b>									
2 JAN 2023 RETIRED EMPL. REIMB.			164.90	3-01-23-220-092	B	EMPLOYEE GROUP INSURANCE	R	01/03/23 01/12/23	N
Vendor Total:			164.90						
<b>21425 FRALINGER ENGINEERING, PA</b>									
<b>21-00163 03/30/21 CHESTNUT STREET RECONSTRUCTION</b>									
12 CHESTNUT STREET RECONSTRUCTION			393.75	C-04-55-020-115	B	20-03 ROADWAYS	R	12/07/21 01/19/23	882806
22-00039 01/05/22 2022 ENGINEERING SERVICES			1,497.50	2-01-20-165-028	B	ENGINEERING SERVICES- O/E	R	05/02/22 01/19/23	82804



Vendor #	Name	P0 #	Date	Description	Contract #	P0 Type	Amount	Charge Account	Acct Type	Description	Stat/Chek	First Rcvd	Chk/Void
Item Description											Enc Date	Date	Invoice Excl
21475	FRALINGER ENGINEERING, PA				Continued								
22-00356	08/09/22 SUNNY & SHADY LANE RESURFACING	B											
4	SUNNY & SHADY LANE RESURFACING				C-04-55-020-115	B	5,625.00	20-03 ROADWAYS	R		08/09/22	01/19/23	82814
	Vendor Total:						7,516.25						
21488	F.R.A. TECHNOLOGIES, INC.												
23-00079	01/05/23 12-1-11-30-23 MACCS&MILS MAINT												
1	12/01/23 - 11/30/2023				3-01-20-120-059	B	0.00	TOWNSHIP CLERK - DATA PROCESS EQUIP	R		01/05/23	01/06/23	N
2	MACS & MILS MAINTENANCE				3-01-20-120-059	B	1,350.00	TOWNSHIP CLERK - DATA PROCESS EQUIP	R		01/05/23	01/06/23	N
	Vendor Total:						1,350.00						
22899	GARDNER TRUE VALUE HARDWARE												
22-00082	01/06/22 2022 MISC. PARTS & SUPPLIES	B											
15	DEC 2022 MISC. PARTS/SUPPLIES				2-01-26-290-038	B	137.92	PUBLIC WORKS - HARDWARE/MINOR TOOLS	R		01/06/22	01/12/23	N
	Vendor Total:						137.92						
25311	GREEN TECHNOLOGY SERVICES												
23-00024	01/03/23 2023 IT SERVICES												
1	JAN 2023 IT SERVICES				3-01-20-140-021	B	2,310.58	COMPUTER TECHNOLOGY - O/E	R		01/03/23	01/12/23	N
23-00025	01/03/23 2023 EMAIL CONTRACT												
2	JAN 2023 EMAIL CONTRACT				3-01-20-140-021	B	128.31	COMPUTER TECHNOLOGY - O/E	R		01/12/23	01/12/23	N
	Vendor Total:						2,438.89						
27278	CAPE MAY COUNTY HERALD												
22-00028	01/05/22 2022 PUBLIC NOTICES												
9	DEC 2022 PUBLIC NOTICES				2-01-20-120-021	B	497.96	TOWNSHIP CLERK - LEGAL ADVERTISING	R		12/07/22	01/06/23	N
	Vendor Total:						497.96						



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Bill List By Vendor Id

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Vendor #	Name	Contract	PO Type	Acct Type	Description	Stat	Chk	First	Rcvd	Chk/Void	Invoice	1099
PO #	PO Date	Description	Amount	Charge Account	Item Description	Stat/Chk	Enc	Date	Date	Date		Excl
48614	MARIANN MURPHY											
23-00051	01/03/23	2023 RETIRED EMPLOYEE REIMB.		B								
2	JAN 2023	RETIRED EMPL. REIMB.	180.53	3-01-23-220-092	B EMPLOYEE GROUP INSURANCE	R		01/03/23	01/12/23			N
Vendor Total:			180.53									
50820	NUSHBP											
23-00001	01/03/23	2023 NJ STATE HEALTH BENEFITS										
1	ACTIVE BENEFITS - JAN 2023		26,871.28	3-01-23-220-092	B EMPLOYEE GROUP INSURANCE	R		01/03/23	01/06/23			N
2	RETIRED BENEFITS - JAN 2023		18,988.29	3-01-23-220-092	B EMPLOYEE GROUP INSURANCE	R		01/03/23	01/06/23			N
Vendor Total:			45,859.57									
53003	MAT. ALLIANCE FOR YOUTH SPORTS											
23-00057	01/03/23	2023 COACH TRAINING FEES		B								
2	JAN 2023	COACH TRAINING FEES	80.00	3-01-28-370-036	B RECREATION - OFFICE SUPPLIES	R		01/03/23	01/12/23		RE-01052312734	N
Vendor Total:			80.00									
58241	PINELAND CONSTRUCTION LLC											
23-00030	01/03/23	2023 TRASH/RECYCLING										
1	JAN 2023	TRASH/RECYCLING	39,805.56	3-01-26-305-029	B SOLID WASTE COLLECTION - CONTRACT	R		01/03/23	01/06/23			N
Vendor Total:			39,805.56									
59504	THE PRESS OF ATLANTIC CITY											
22-00029	01/05/22	2022 PUBLIC NOTICES										
13	DEC 2022	PUBLIC NOTICES	410.40	2-01-20-120-021	B TOWNSHIP CLERK - LEGAL ADVERTISING	R		01/12/23	01/12/23			N
Vendor Total:			410.40									
61093	EUROFINS ENVIRONMENT TESTING											
22-00112	01/18/22	2022 WATER TESTING		B								
19	BELLEPLAIN DUMP	12/6/22	1,944.00	2-01-26-310-028	B BUILDINGS & GROUNDS - OTHER PROF/CONSULT	R		09/09/22	01/12/23		6300034980	N



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TOWNSHIP OF DENNIS  
Bill List By Vendor Id

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Cnk	First Rcvd	Chk/Void	Invoice	1099
Item Description						Enc Date Date	Date		Excl
<b>71326 SUBURBAN PROPANE - 2115 Continued</b>									
23-00039 01/03/23 2023 PROPANE									
1 TOWN HALL 2115-214908 1/16/23			1,957.06	3-01-31-446-070	R	01/17/23	01/17/23	609156	N
4 TOWN HALL 2115-214908 1/17/23			3,069.95	3-01-31-446-070	R	01/17/23	01/17/23	609175	N
5 MUSEUM 2115-225153 1/9/23			614.16	3-01-31-446-070	R	01/17/23	01/17/23	609025	N
			5,641.17	B UTILITIES OTHER - PROPANE					
				B UTILITIES OTHER - PROPANE					
				B UTILITIES OTHER - PROPANE					
Vendor Total: 8,551.53									
<b>71610 CAROLYN P. SWAGLER</b>									
23-00053 01/03/23 2023 RETIRED EMPLOYEE REIMB. B									
2 JAN 2023 RETIRED EMPL. REIMB.			164.90	3-01-23-220-092	R	01/03/23	01/12/23		N
Vendor Total: 164.90									
<b>73305 360 BUSINESS SOLUTION, INC.</b>									
23-00070 01/03/23 2023 UNLIMITED POSTAGE INK									
1 1 YEAR UNLIMITED POSTAGE INK			160.00	3-01-20-120-036	R	01/03/23	01/06/23		N
Vendor Total: 160.00									
<b>74706 TREASURER, STATE OF NEW JERSEY</b>									
23-00003 01/03/23 WATER USE REGISTRATION FEE									
1 WATER USE REGISTRATION FEE			230.00	3-01-28-375-035	R	01/03/23	01/06/23		N
Vendor Total: 230.00									
<b>75426 2 THE TEE OUTFITTERS</b>									
23-00076 01/03/23 WINTER BASKETBALL SHIRTS									
1 WINTER BASKETBALL SHIRTS			1,178.00	T-05-00-000-205	R	01/03/23	01/12/23		N
Vendor Total: 1,178.00									
<b>78001 UNITED RENTALS</b>									
22-00394 10/05/22 XMAS EVENT LIGHT TOWERS									
1 XMAS EVENT LIGHT TOWERS			636.60	2-01-30-420-065	R	10/05/22	01/19/23		N
2 DELIVERY CHARGE			200.00	2-01-30-420-065	R	10/05/22	01/19/23		N
3 PICK UP CHARGE			200.00	2-01-30-420-065	R	10/05/22	01/19/23		N

Vendor #	Name	PO #	Date	Description	Contract	PO Type	Acct Type	Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
Item	Description	Amount	Charge	Account	Account	Type	Description			Date	Date		Excl
78001	UNITED RENTALS	Continued											
22-00394	10/05/22 XMAS EVENT LIGHT TOWERS	Continued											
4	FUEL CHARGE	44.20	2-01-30-420-065	B	SPECIAL EVENTS - PROGRAM EQUIP	R				01/19/23	01/19/23		N
		1,080.80											
	Vendor Total:	1,080.80											
78273	UPPER TOWNSHIP												
23-00013	01/03/23 2023 SHARED MUN. COURT												
2	1ST QRT 2023 SHARED MUN. COURT	32,377.17	3-01-43-490-028	B	MUNICIPAL COURT - OTHER PROF/CONSULT	R				01/03/23	01/19/23		N
23-00014	01/03/23 2023 COURT FEE SHARE												
1	DEC 2022 COURT FEE SHARE	1,567.07	3-01-08-180-104	R	MUN. COURT RECEIPTS/UPPER TOWNSHIP SHARE	R				01/03/23	01/12/23		N
	Vendor Total:	33,944.24											
78661	BSN SPORTS, INC.												
22-00460	11/15/22 WINTER BASKETBALL SUPPLIES												
1	WINTER BASKETBALL SUPPLIES	744.92	T-05-00-000-205	B	RECREATION TRUST - BASKETBALL ASSOC.	R				11/15/22	01/12/23		N
	Vendor Total:	744.92											
88077	XEROX CORPORATION												
22-00035	01/05/22 2022 PRINTER RENTAL												
12	DEC 2022 PRINTER RENTAL	240.98	2-01-20-120-036	B	TOWNSHIP CLERK - OFFICE SUPPLIES	R				11/23/22	01/19/23	017875912	N
	Vendor Total:	240.98											
Total Purchase Orders:		58	Total P.O. Line Items:		71	Total List Amount:		1,877,571.25	Total Void Amount:		0.00		

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	2-01	40,848.89	0.00	40,848.89	0.00	0.00	40,848.89
	3-01	191,146.32	0.00	191,146.32	1,567.07	1,629,913.55	1,822,626.94
GENERAL CAPITAL FUND	C-04	7,172.50	0.00	7,172.50	0.00	0.00	7,172.50
RECREATION TRUST FUND	T-05	6,922.92	0.00	6,922.92	0.00	0.00	6,922.92
Total of All Funds:		246,090.63	0.00	246,090.63	1,567.07	1,629,913.55	1,877,571.25

**MAYOR**  
ZETH A. MATALUCCI

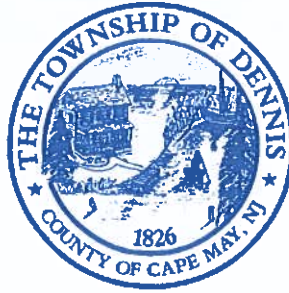
911 Coordinator/Fire & Rescue  
Administration  
Construction  
Emergency Management  
Tax Offices  
Public Safety  
Public Works  
Revenue & Finance  
Senior Center

**DEPUTY MAYOR**  
SCOTT J. TURNER

Public Works  
Environmental Commission  
Revenues & Finance  
Museum & Historical Center  
Land Use Board  
Tax Offices

**COMMITTEE MEMBER**  
TOM VANARTSDALEN

Construction, Code Enforcement  
Environmental Commission  
Recreation, Clean Communities,  
Grants and Cultural & Heritage



571 Petersburg Road  
P.O. Box 204  
Dennisville, NJ 08214  
(609) 861-9700 Fax: (609) 861-9719

**COMMITTEE MEMBER**  
FRANK L. GERMANIO, JR.

Administration, Municipal Court,  
Revenue & Finance,  
Board of Health,  
Construction,  
Grants, Cultural & Heritage  
Senior Center

**COMMITTEE MEMBER**  
MATTHEW J. COX

Municipal Alliance  
Municipal Court  
Recreation Department  
Clean Communities  
School Liaison

**MUNICIPAL CLERK**  
JACQUELINE B. JUSTICE, RMC

**ADMINISTRATOR**  
JESSICA BISHOP

## **DECEMBER, 2022 MUNICIPAL CLERK'S REPORT**

Planning/Zoning Board	\$	1,950.00
Clerk Search (0)		0.00
Property Lists (4)		40.00
Copies		2.80
Zoning Book & Maps		0.00
Vital Statistics		260.00
Campground Licenses (0)		0.00
Mercantile Licenses (0)		0.00
Street Opening Permit (2)		100.00
Abandoned Properties		2,000.00
Miscellaneous (Bingo&Raffle)		40.00
		<hr/>
	<b>TOTAL</b>	<b>\$ 4,392.80</b>
<b>Fees to the State</b>		<b>- 0.00</b>
	<b>TOTAL</b>	<b>\$ 4,392.80</b>





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Commission, Tax Offices, Land  
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### **ANNUAL 2022 MUNICIPAL CLERK'S REPORT**

Planning/Zoning Board	\$	9,750.00
Clerk Searches (0)		0.00
Property Lists (29)		290.00
Copies		173.63
Zoning Books & Maps		0.00
Code Books (0)		0.00
Vital Statistics		3,218.00
Gravel Permits		-0-
Campground Licenses		11,446.00
Mercantile Licenses (0)		0.00
Street Opening Permits (16)		800.00
Abandoned Properties		26,000.00
Miscellaneous		830.00
		<hr/>
	<b>TOTAL</b>	<b>\$ 52,507.63</b>
<b>Fees to the State</b>		<b>-650.00</b>
	<b>TOTAL</b>	<b>\$ 51,857.63</b>

**MAYOR**  
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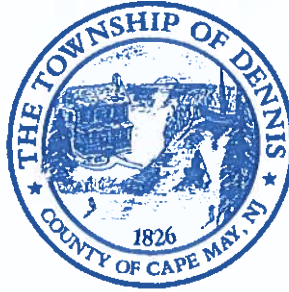
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JESSICA BISHOP

## **DECEMBER, 2022 REGISTRAR'S REPORT**

Certified Marriages (14)	\$	140.00
Marriage License (1) Gov waived fee		0.00
Certified Death (12)		120.00
Certified Birth (0)		0.00
Burial Permit (0)		0.00
Civil Union (0)		0.00
Certified Civil Union (0)		0.00
Certification (0)		0.00
Domestic Partner (0)		0.00
Certified Domestic Partner (0)		0.00
<hr/>		
<b>TOTAL</b>	<b>\$</b>	<b>260.00</b>
<b>Fees to the State</b>	<b>-</b>	<b>0.00</b>
<b>TOTAL</b>	<b>\$</b>	<b>260.00</b>



**MAYOR**  
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### **ANNUAL, 2023 REGISTRAR'S REPORT**

Certified Marriage (219)	\$2,190.00
Marriage License (25)	700.00
Certified Domestic Partner (2)	20.00
Domestic Partner (1)	28.00
Certified Death (23)	230.00
Burial Permits (0)	0.00
Certified Births (5)	50.00
Dis. Permit (0)	-0-
Civil Unions (0)	0.00
Certified Civil Union (0)	0.00
Certification (0)	0.00

	<b>TOTAL</b>	<b>\$3,218.00</b>
<b>Fees to the State</b>		<b>- 650.00</b>
	<b>TOTAL</b>	<b>\$2,568.00</b>

### Collector's Report of Receipts and Disbursements

To the \_\_\_\_\_ Committee \_\_\_\_\_ of the \_\_\_\_\_ Township \_\_\_\_\_ of \_\_\_\_\_ Dennis \_\_\_\_\_, N. J.

Gentlemen:

I herewith submit to you my report of Receipts and Disbursements for 7th ending:

December 31, 2022

**Dated** January 4, 2023

Monica A. Heim

...Collector.

\_\_\_\_\_  
Signature of Collector

Signature of Collector

## COLLECTIONS

Taxes	Year
" "	2023
" "	2022
" "	Prior Year
" "	Municipal Assignment
" "	6% Year End Penalty 2021
Verizon	
Return check fee/payment	
Gross Receipts Tax, Year	Dup Bill Charge
Franchise Tax	"
Special charges/grass fee	
Property Redeemed	
Interest and Costs	
Fees for Searches	Tax sale cost
<u>TOTAL Receipts</u>	
Discount on Taxes	
<u>Net Receipts</u>	

## DISBURSEMENTS

[illegible]

Remarks:

January 3, 2023  
08:57 AMTOWNSHIP OF DENNIS  
Collection Percentage Report

Page No: 1

Tax Year Range: 2022/1 to 2022/4

Calculated As Of: 12/31/22

## Tax Levy

## Net Taxes:

Original:	16,715,097.34
Preliminary Adjustments:	0.00
Added:	97,697.67
Omitted:	1,274.70
Omit/Add:	70.57
Rollback:	0.00

Total Net Tax 16,814,140.28

Original Deductions (Src, Vet, SSp, Dis, Wid)

65,250.00

Total Gross Tax Levy

16,879,390.28

## Collections

Prior Year - Cash Receipts	527,649.84
Current Year - Cash Receipts	15,735,906.88
Original Deductions (Src, Vet, SSp, Dis, Wid)	65,250.00
Deductions Allowed (051, 053, 055, 057, 059)	12,017.25
Disallowed (052, 054, 056, 058, 060)	344.52-
Transfer Overpayment (063)	7,647.85
HOMESTEAD REBATE (HR )	200,872.28

Total Collections 16,548,999.58

## Adjustments to Collections

NSF Reversals	0.00
Refund By Res. (064)	611.18

Total Adjustments to Collections

( 611.18 )


Total Adjusted Collections

16,548,388.40

\*\*\* Percentage of Collections: (Total Adjusted Collections/Total Tax Levy \* 100)

98.04 % \*\*\*

(NOTE: Transactions posted after the last day of the selected Tax Year are NOT included in the Percentage Calculation!)

  
 Monica A. Heim, Tax Collector  
 January 3, 2023

**Dennis Township**

571 Petersburg Rd

Dennisville, NJ 08214

(609)861-9705 FAX (609)861-9719

**Summary Report**

Permits for the Period 12/01/2022 thru 12/29/2022

**FROM THE PERMITS FILE**

<u>Number of Permits Processed</u>		<u>Ownership</u>		<u>Housing Unit Changes</u>		
				<u>Sale</u>	<u>Rental</u>	
Permits	29	Private	29	Gained	3	0
Certificates	4	Public	0	Lost	1	0
				Change	2	0

**Type of Work**

New Building	3
--------------	---

Additions	0
-----------	---

Alterations	25
-------------	----

Demolitions	1
-------------	---

**Technical Subcodes**

Building	15
----------	----

Electric	19
----------	----

Fire	6
------	---

Plumbing	6
----------	---

Elevator	0
----------	---

Mechanical	6
------------	---

**Fee Summary** (From the PERMITS File. Does not include Walkthru & Ongoing)

<u>Type</u>	<u>Inspection</u>	<u>Admin</u>	<u>Total</u>	<u>Waived</u>	<u>Net</u>
Building	7,644	0	7,644	0	7,644
Electric	2,231	0	2,231	0	2,231
Fire	500	0	500	0	500
Plumbing	1,660	0	1,660	0	1,660
Elevator	0	0	0	0	0
Mechanical *	450	0	450	0	450
Other	0	----	0	0	150
DCA	935	----	935	----	935
Cert & Misc	470	----	470	----	320
		0	13,890	0	13,890

**Totals**

\* Per State instructions, MECHANICAL is combined with OTHER for transmittal

**Certificates**

Certif. of Occup.	0
-------------------	---

Certif. of Approvl	4
--------------------	---

Other	0
-------	---

**Summary Statistics****Public****Non-Public**

Total Area .....

0

8,781

Total Volume .....

0

131,784

Total Value of Constr.

5,000

1,287,068

Total Value of Alter'ns

0

233,118

**FROM THE PAYMENTS FILE**(Includes fees paid in-period against permits issued outside of report date range

				<u>Permits</u>	
Violations/Penalties	1,000	Elevator Ongoing	0	Permit fees (DCA) Inc Part Pymt	13,890
Contractor Licenses	0	Pool Ongoing	0	Adjustments	0
Misc Fees	0.00	Other Ongoing	0	Net	\$13,890
				Ongoing Total	0
				Walkthru	0
				Part Pd, e.g. Review	0

PERMIT TOTAL \$13,890

Report Date: 12/29/22

GRAND TOTAL \$14,890.00